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Carol M. Palmore
Secretary

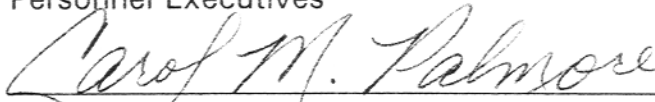
August 7, 2001

MEMORANDUM

PERSONNEL MEMO 01- 06

TO: Cabinet Secretaries
Agency Heads
Personnel Executives

FROM:


Carol M. Palmore, Secretary

SUBJECT: Initial Probationary Periods

The Personnel Cabinet is in the process of requesting that the Personnel Board amend administrative regulation 101 KAR 1:325 to extend the standard initial probationary period for certain classes from six (6) to twelve (12) months. We are requesting that all agencies review the classes that they use to determine if there is a need to extend any probationary periods. As you know, the process of amending an administrative regulation is both complex and lengthy. Therefore, the Board would prefer to submit all classes that are to be changed at the same time.

Please submit any requests for extension of the initial probationary periods to my office no later than September 14, 2001. Your request must include a detailed rationale for the change. The Personnel Cabinet will not recommend additional classes for changes for one year after September 14, 2001.

CMP:lw



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